

GENERAL TOPIC OF THE DOCUMENT

STRUCTURED PRESENTATION OF A PROFESSIONAL REPORT IN FRENCH

1. FIRST MAIN SECTION

1.1 SUB-SECTION: TOPIC DETAILS

This is **BOLD**. This is *italics*. This is *italics bold*. In this first section, we address the foundations of document structure in the French language. It is essential to organise a document with clear hierarchical levels to facilitate understanding and consultation by professionals. Here is a [Google Link](#).

2. TABLES

2.1 SUB-SECTION: PRESENTATION OF TABLE 1

2.1.1 SUB-SUB-SECTION: ANALYSIS OF TABLE 1

The first table below illustrates an example of section and sub-section organisation for drafting a professional report. Hello [claude.ai hyperlink](#).

Table 1

Level	Description
Main title	General topic of the document
	First main section
	Topic details
	In-depth explanation

2.2 SUB-SECTION: PRESENTATION OF TABLE 2

The table below presents a detailed breakdown of responsibilities within the team responsible for creating and reviewing professional documents.

- Horses
- Cows

2.2.1 SUB-SUB-SECTION: ANALYSIS OF TABLE 2

The second table provides a breakdown of responsibilities during the creation of a structured document.

Tables in Microsoft Word.

Table 2

Department	Employees	Budget (€)
Accounting	12	45 000

January 2026

Development	25	532 569
IT	15	78 000

n/a	n/a	n/a
Human resources	18	66 000
Horses	54	125 236
Dogs	2	1 000
N/A		

The analysis shows that structured collaboration between the various stakeholders ensures the quality of the final document. The 51 employees spread across four departments, with a total budget of €174,500, work in synergy under the supervision of experienced managers such as Ms Beauchêne and Mr Gagné.

3. IMAGES

Hello there, Google. I hope you are doing well.

This image is scaled at 100% in Microsoft Word. I'm expecting it to stay the same size when we generate the PDF.

Image 1: Small 10mm x 50mm



This image is scaled at 75% of original size in Microsoft Word. I'm expecting it then to be displayed at 100% in the generated PDF. So it should be wider. This is a limitation – then.

Image 2: Bigger 20mm x 100mm



Image 3: Square 10mm x 10 mm



January 2026